



DEPARTMENT OF THE ARMY
U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

28 JUN 04

CESS

MEMORANDUM FOR COMMANDERS/DIRECTORS, MAJOR SUBORDINATE
COMMANDS, LABORATORIES, FIELD OPERATING ACTIVITIES, DIRECTORS AND
CHIEFS OF SEPARATE OFFICES, HQUSACE

SUBJECT: Personnel Policies after A-76 Competition Public Announcement

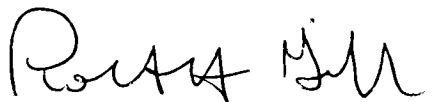
1. The following policies on personnel actions pertain to all positions in a function undergoing A-76 competition. These policies become effective on the Public Announcement date of a competition.
2. Vacant positions that are included in a function undergoing A-76 competition may be backfilled. The decision is at discretion of the commander or director. If the position is not backfilled, the vacant position shall not be removed from the Integrated Manning Document (IMD). The position shall continue to be listed on the IMD as a vacancy.
3. If the commander/director decides to recruit/backfill a position, the recruitment/backfill action will be of a time-limited duration with the ending date of assignment being no later than the projected end date of transition activities to the end-state organization, e.g., Feb 2007 for the Information Management/Information Technology competition. Backfilling a position may be accomplished through term hire, time-limited promotion, or the work may be being performed through existing contract. Steps should be taken to ensure that employees with permanent status serving on OCONUS PCS or TCS duty have permanent positions to return to when they exercise re-employment rights. Should it be determined that using the hiring methods outlined above would severely impair mission capability or that a particular position cannot be filled through the aforementioned means, then the commander/director has the authority to fill positions on a permanent basis. If the position is determined to be filled on a permanent basis, all applicants should be informed that the position is included in an A-76 competition.
4. There will be no restructuring of positions in a function while that function is undergoing A-76 competition. Encumbered positions cannot be upgraded, downgraded, or otherwise re-classified. Supervisors and managers should not be initiating or approving actions that would alter a position's classification. Of course, an employee's right to classification appeal process is in no way impeded by this prohibition. Additionally, requests for VSIP authority for employees in positions affected by ongoing competitions will not be considered. The only exception would be if the impacted positions are involved in a formal reduction in force and the RIF action caused a change in the number/type of positions.

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5. Requests for approval of exceptions shall be submitted to Commanders/Directors of Major Subordinate Commands/Laboratories and to HQUSACE Chief of Staff for all other USACE elements, with copy to the HQUSACE Strategic Sourcing Program Office. Point of contact is Mr. Ray Navidi, CESS, 202-761-1048.

FOR THE COMMANDER:

A handwritten signature in black ink, appearing to read "Robert H. Griffin".

ROBERT H. GRIFFIN
Major General, USA
Deputy Commander